

**SECRET**  
**EYES ONLY**

25 JUN 1963

Executive Registry

63-5188

MEMORANDUM FOR: Deputy Director of Central Intelligence

THROUGH : Deputy Director (Support)

SUBJECT : Use of Reserve Appointment for the Employment of Retired Personnel

ADM-3  
mkw  
cmg  
file

1. This memorandum submits a recommendation for your approval. Such recommendation is contained in paragraph 5.

2. Our recent discussion concerning the resignation of [REDACTED] brought into focus the kinds of problems which we may face if we continue to employ on an unlimited time basis individuals who have already retired from other career services. I believe that we have this matter under control in our normal recruitment practices but that we need a clear understanding of the policy to be followed in the employment of senior personnel.

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3. For the past several years, we have been careful in our routine recruitment to employ on a career basis only those individuals whose age and previous government service, if any, would enable them to earn a reasonable annuity by age 60 or 62. Some exceptions have been made in hard-to-get categories or in other special circumstances, but the rule is that a new recruit entering our service on a career basis can expect to earn a reasonable annuity by the time we will expect him to retire. In order to provide for staff employment status on a shorter term basis, we have established two types of limited term appointments: (a) temporary appointment for periods of one year or less; and (b) reserve appointment for periods of five years or less. Either of these appointments can be renewed if there is a continuing need for the individual's services but our commitment to him, and his to us, is only for the time period specified on his appointment document.

4. We have not as a matter of standard practice applied these controls to the employment of senior retired officers. In a few cases, we have specifically recommended a reserve appointment, but in most cases employment commitments have already been made by senior Agency officials before the technical processing of appointment papers has been undertaken. Another factor which has perhaps retarded the application of these controls in the employment of senior officers was an initial feeling that a "reserve appointment" offered less status and prestige than a regular appointment. The reserve appointment is also relatively new and officials who ordinarily engage in the negotiations with senior appointees perhaps have not been familiar with it. In any event I now believe that there are significant advantages (and no valid objections) to the practice of routinely making the Agency appointment of a senior retired careerist from another service on a reserve basis. An exception to this rule could be authorized whenever there were unusual circumstances--although it is difficult to anticipate such a situation.

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Excluded from automatic  
downgrading and  
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5. It is recommended that you approve as a matter of policy the rule that the Agency appointment of a retired careerist from any other branch of Government service shall be made on a reserve basis for a specified term not to exceed five years.

/s/ Emmett D. Echols

Emmett D. Echols  
Director of Personnel

**CONCUR:**

/s/  
L. E. White  
Deputy Director (Support)

27 JUN 1963

Date

The recommendation in paragraph 5 is approved.

(signed) Lyman B. Kirkpatrick

for  
Marshall S. Carter  
Deputy Director of Central Intelligence

28 JUN 1963

Date

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